

NINE MONTHS TO IMPLEMENT CM/ECF – HENCE THE NAME . . .

THE BACK NINE

YOUR **CM/ECF** RESOURCE FOR
THE NORTHERN DISTRICT OF OKLAHOMA



Message from the CM/ECF Project Team

Case Management/Electronic Case Files (CM/ECF) is the new automated case management and electronic docketing system for the Northern District of Oklahoma. CM/ECF provides an easy-to-use

electronic case filing feature that will make your life easier by allowing you to file and view court documents over the Internet.

What Does CM/ECF Offer?

CM/ECF will allow attorneys to file and view documents from the office, home or anywhere they have access to the Internet, 24 hours a day. Documents are automatically docketed as part of the filing process and are immediately available electronically. CM/ECF also provides the following benefits:

- 24-hour access to filed documents over the Internet
- Automatic email notice of case activity.
- Ability to download and print documents directly from the court system
- Concurrent access to case files by multiple parties
- Secure storage of documents (so files are not misplaced)
- Potential reduction in courier fees

How Does It Work?

Electronic case files are collections of documents stored in electronic format instead of on paper. Documents can be created electronically by parties and court staff or paper copies can be scanned. All documents are stored in Portable Document Format (PDF). The court determines who may enter documents into the electronic system (for example, clerks' office staff, chambers staff, attorneys, etc.).

Are There Fees?

There are no added fees for filing documents over the Internet using CM/ECF; existing document filing fees do apply. Electronic access to court data is available through the Public Access to Court Electronic Records (PACER) program. Attorneys and litigants receive one free copy of documents filed electronically in their cases; additional copies are available for viewing or downloading at seven cents per page. Directed by Congress to fund electronic access through user fees, the judiciary has set the fee at the lowest possible level sufficient to recoup program costs.

How Will I Sign Documents?

The court will issue logins and passwords. Using your login and password to file a document is considered your signature.

How Secure is CM/ECF?

CM/ECF has many security features and has passed an evaluation by the National Security Agency. Access to the system is through a court issued login and password.

What's New?

Check here in the coming months for the most recent CM/ECF information on our website at www.oknd.uscourts.gov.



Bob E. Filer*

CM/ECF Project Team

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*Bob E. Filer is the Official
2003-2004 Computer Spokes-
model for CM/ECF

Bob E. Filer's Top 9 List

Reasons for Using CM/ECF

9. Freedom from the tremendous guilt of sending your runners on desperate quests to reach the courthouse by 4:30.
8. Having a good excuse for being on the Internet most of the day.
7. Not overheating the copier to serve all parties in the case.
6. Filing from a beach chair in the Bahamas if you can get the cabana guy to bring you a cell phone and a laptop.
5. No more swollen feet from running 6 blocks during a heat advisory to meet the filing deadline.
4. Having a good excuse for becoming automated.
3. Not getting parking tickets for illegal parking in front of courthouse in the rush to file on time
2. Not having to hear "You didn't two hole punch your originals".
1. Automatically getting updates to your cases, giving you more time to practice your golf swing.